

Household Task Audit Worksheet

HOUSEHOLD TASK		Average mins/week		Future Action		
		PARTNER 1	PARTNER 2	KEEP DOING	STOP DOING	REALLOCATE/ OUTSOURCE
Children	Bathing/dressing/cleaning teeth					
	Preparing for/putting to bed					
	Arranging/attending sport/music activities					
	Arranging childcare/play dates/social activities					
	Supervising/coaching/supporting					
	Transporting					
	Playing with/entertaining					
School	Nursing during illness					
	School drop offs/pick ups					
	Supporting homework/interactions with teachers					
	Volunteering at school					
Cleaning and Maintenance	Preparing for school activities					
	Cooking/meal planning					
	Grocery shopping, including planning					
	Preparing lunches					
	Washing dishes/dishwasher/kitchen cleaning					
	Making beds					
	House cleaning-consider daily, weekly, annual tasks					
	• Floors					
	• Bathrooms					
	• Surfaces					
	Emptying kitchen bins					
	Wheelie bin to footpath					
	Washing/hanging clothes					
	Folding/putting away clothes					
	Ironing					
	Clothing and other household shopping					
	Tending to pets					
	Gardening/weeding					
	Mowing/whipper snipping					
	Tending to a pool					
	House maintenance					
	Car maintenance					
Administration	Reading - newsletters,mail and to/with children					
	Maintaining family diary/socialcalendar					
	Reviewing/responding to family emails					
	Paying bills/coordinating finances/taxpreparations					
	Planning/buying presents					
	Planning and coordinating family celebrations					
	Planning/booking holidays					
	Booking/attending medical/dental appointments					
Other						
TOTAL						